

GEORGIA MOUNTAINS REGIONAL COMMISSION
GEORGIA MOUNTAINS WORKFORCE DEVELOPMENT
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May, 31, 2012

Minutes Summary

The Georgia Mountains Workforce Investment Board (GMWIB) met in a called meeting May, 31, 2012 at 4:15 pm. Handouts were made available as visual aids. Also a sign-in sheet was distributed and the following were present:

Members Present

Audrey Turner
Angela Whidby
Charlie Auvermann
Mike Berg
Connie Smith
Dale Harrell
David Cagle
Deborah K. Mack
Dr. John Raber
Dean Scarborough
Mitch Griggs
Pat Freeman
Stanley Darnell
Tim Bala
W. Danny Lewis
William (Bill) Chafin
Rex Farmer
Sam Norton
Will Wade

Staff/Guest Present

Diana Eddins-Wiggin
Diane Jackson
Jessica Williams
John Phillips
Nona Turk
Niki Duncan
Samantha O'Day

Call to Order/Welcome

Will Wade, WIB Vice-Chair called the meeting to order. He expressed Board Chair Andrea Gibby's apology for being unable to attend the meeting. He welcomed the attendees to his hometown of Dawsonville. A roll call was done and a quorum was established. A proxy form was received for Clark Willingham. Will turned the meeting over to John Phillips, Workforce Development Director.

New Business

Mobile Unit- John stated that WD had recently received money from the Georgia Department of Labor that must to be spent by June 30, 2012. Nona Turk, Billing Specialist explained this amount of money. Nona stated we currently have \$804,433.80 to be spent by June 30, 2012. John explained the amount of money that was received from the Department of Labor was \$1,007,594.22. The difference in the two totals was returned for a grant to be expensed by June 30, 2013.

John explained the WD needs authorization from the Board to purchase two Mobile Career Recourse Center / Computer Training Labs. John stated one of the units would be housed in Blairsville, due to the Blairsville Career Center recent closing. This would also allow WD staff to continue to serve our customers in the mountain region. The second unit would be used in the remaining counties. The cost of the smaller unit is \$250,000 and \$295,000 for the larger unit. John asked for any comments or questions.

Charlie Auvermann asked if there were any federal requirements to allow for bids and having to accept the lowest bid. John explained that they must complete a Request for Proposal, (RFP). The Department of Labor stated WD could do this in a three week period and also allow time to make the purchase by June 30th.

Dale Harrell asked about maintenance. John stated they are getting the same amount of money this year that was received last year. Will Wade stated the mobile units could also be used in conjunction with the On-the-Job-Training (OJT) program. Danny Lewis replied that in regards to the questions about maintenance, he informed the Board that the Superintendent of Dawson County Board of Education had been contacted and had agreed to park the vehicle there and they would perform maintenance on an as needed basis and bill for these services. He also stated that WD has gas cards so staff wouldn't have to pay out of pocket for gas.

Dale Harrell inquired about the cost of insurance. John stated that at this time they do not have this information but would get the information and send it out to the Board. Will Wade requested that both the annual cost for insurance as well as maintenance be sent to the Board.

John stated that WD needs the Board's permission to allow them to do a RFP and also allow the Executive Committee to make the final decision on purchasing the Mobile Units.

Sam Norton made a motion to give the authority to go ahead and do a RFP and to allow the Executive Committee to make the final decision.

Bill Chafin seconded motion.

All in favor

Motion passed unanimously

Growth and Demand – Will Wade stated the next item would be to consider adding Culinary to the Growth and Demand Occupations and to discuss Cosmetology. John explained that people in the field had mentioned adding Culinary and Cosmetology to the list for Growth and Demand Occupations. Both fields were discussed at length by the Board.

Mitch Griggs made the motion to add both Culinary and Cosmetology.

Charlie Auvermann seconded motion.

Motion passed unanimously.

Other

New Staff – Diana Eddins Wiggin introduced Nikki Duncan as the new OJT Program Coordinator and explained her responsibilities. Nikki then gave a brief personal introduction of herself to the Board.

Jessica Williams, Youth Supervisor introduced Samantha O'Day, Youth Intake Program Assistant. Samantha gave the Board a brief introduction and past work experience.

Youth update - Will Wade, Vice-Chair asked, due to time restraint, that John and his staff e-mail the Board regarding updates on the Youth program.

John also asked the Board for permission to allow one employee to go to Blairsville two days a week.

There are three offices which could be utilized in Blairsville.

Dale Harrell made motion.

Angela Whidby seconded.

Motion passed unanimously.

Financial update

Nona Turk explained the financial information and worksheet which was distributed to all Board members. She asked if anyone had questions to please e-mail her.

Dale Harrell inquired as to the status of the GED program for the prison system. This item was tabled at our previous meeting. Will Wade, Vice-Chair suggested that it be untabled and discussed at our next meeting on June 28th, 2012.

Adjournment

Sam Norton made motion to adjourn.

Angela Whidby seconded motion.

All in Favor

Motion passed unanimously.